

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Thursday, May 5, 2011**

**Mansfield Downtown Partnership, Inc.
1244 Storrs Road**

4:00 PM

Minutes

Present: Steve Bacon, Tom Callahan (by phone), Matt Hart, David Lindsay, Frank McNabb, Toni Moran, Betsy Paterson, Christopher Paulhus, Alex Roe, Kristin Schwab, Bill Simpson, and David Woods

Staff: Cynthia van Zelm

Guest: Howard Kaufman with LeylandAlliance (by phone)

1. Call to Order

Steve Bacon called the meeting to order at 4:00 pm in President Philip Lodewick's absence.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Betsy Paterson made a motion to approve the April 7, 2011 Board meeting minutes. Chris Paulhus seconded the motion. The motion was approved unanimously.

4. Director's Report

Cynthia van Zelm said the office will be moving over to Town Hall on May 25.

Ms. van Zelm said a bid has been accepted by the Town for demolition of the former UConn Publications building and it is being reviewed for final approval from the CT Department of Economic and Community Development.

Ms. van Zelm said the construction communications plan will be launched soon to notify Storrs Center stakeholders and neighbors about construction timelines including a weekly update on a construction website about activity the next week.

Ms. van Zelm said the Town Budget Meeting is May 10 at 7 pm at the Mansfield Middle School and does include funding for the Town's share of the Partnership's

operating budget and funding for relocation and assistance for the Town Manager's negotiation of agreements with LeylandAlliance and EDR.

Ms. van Zelm said a job fair will be hosted by LeylandAlliance, EDR and Erland Construction (the general contractor for the mixed-use buildings in Phase 1) on May 12 at 7 pm. Ms. Paterson said she will announce the job fair at the next Town Council meeting.

Ms. van Zelm turned to Board member Kristin Schwab to talk about the proposed plan for public spaces in Storrs Center and the surrounding areas. Ms. Schwab said as incoming Advertising and Promotion Committee chair, she thought it would be helpful to take a comprehensive look at planning for the Storrs Center town square, Community Center environs, Joshua's Trust Land, etc. The goal would be to look at the network and connectivity of green spaces and how they relate to the neighborhoods.

Ms. Schwab said the proposed Partnership budget includes \$1500 from the Partnership to fund students to lead this project. The Finance and Administration Committee endorsed the project and funding at its April meeting. She has a proposal to the University to match this funding.

Ms. Schwab expects the work to start in mid-May with base mapping and then stakeholder meetings this summer.

Ms. Schwab said she sees the plan as a communications tool for the Partnership to allow the community and visitors to be aware of the many public spaces available in the Mansfield downtown.

Bill Simpson asked how students will be reached in the summer. Ms. Schwab said one group she would like to reach out to would be the Eco Huskies and she hopes some of those students will be in Mansfield in the summer. David Lindsay suggested a contact with the Eco Huskies.

Ms. Paterson asked if a brochure would be the end product. Ms. Schwab replied that the end product will include a planning document and a brochure. She said that she worked on the Mansfield parks map and thought it would be a good template for the public spaces plan.

Ms. Paterson suggested that a brochure be part of a package for prospective businesses to Storrs Center. Ms. Bacon suggested that it be included on the kiosk and as a link on the Partnership and Town websites. He also suggested that a QR code could be included to link off one's smart phone to download the plan.

5. Update on Retail Leasing

Howard Kaufman with LeylandAlliance provided an update on the commercial leasing for Storrs Center. Mr. Kaufman said he expects that leases will go out soon to those businesses that have signed letters of intent. Board members suggested additional business concepts to Mr. Kaufman.

Mr. Simpson announced that the UConn Co-op is close to signing a letter of intent for some space in Storrs Center.

6. Storrs Center Action Items: Review and Consideration of Storrs Center Parking Garage and Intermodal Center Zoning Permit Application

Planning and Design Committee Chair Steve Bacon said the Planning and Design Committee had met to review the parking garage and intermodal center plans four times since February. At its meeting on April 19, the Committee approved a motion to recommend that the zoning permit application for the parking garage and intermodal center was consistent with the Storrs Center Special Design District design guidelines. The Committee withheld an opinion on colors for the facilities as this was still being considered. Since then, the designers have fine-tuned color schemes and a color scheme was shown at the Partnership public hearing last night. Mr. Bacon said the renderings shown last night are very good and he believes the Committee would be satisfied with the color scheme.

Mr. Simpson made the following motion:

In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on May 4, 2011, for the purpose of hearing public comment on the consistency of the Storrs Center parking garage and intermodal center zoning permit application ("the Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning's review of technical issues related to the Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general, and with the Storrs Center Design Guidelines, in particular. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning.

Matt Hart seconded the motion.

Alex Roe expressed interest in review of the proposed materials for the parking garage and intermodal center as had been requested of the designers at the last Planning and Design Committee meeting.

A friendly amendment was accepted by Mr. Simpson and Mr. Hart and the following motion was approved with the addition noted in italics.

In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on May 4, 2011, for the purpose of hearing public comment on the consistency of the Storrs Center parking garage and intermodal center zoning

permit application ("the Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning's review of technical issues related to the Application, *and the Planning and Design Committee subsequent approval of finishes and samples for materials and colors*, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general, and with the Storrs Center Design Guidelines, in particular. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning.

Ms. van Zelm will convey to the design team to bring material boards to the next Planning and Design Committee meeting in June.

7. Review and Approval of Budget for FY2011-2012

Mr. Callahan made a motion to approve the Partnership budget for FY2011-2012, as recommended by the Partnership's Finance and Administration Committee. Dean Woods seconded the motion. The motion was approved unanimously.

8. Four Corners Sewer and Water Study Advisory Committee Update

Mr. Callahan said the Four Corners Sewer and Water Study Advisory Committee has requested endorsement by the Board of Directors for the work the Committee is doing on water and sewer issues in Four Corners. Phil Spak, Partnership representative on the Committee, and Director of Public Works Lon Hultgren updated the Finance and Administration Committee on the Four Corners Committee work in April. The Finance and Administration Committee requested the meeting and with the update in April endorsed the Four Corners Committee's work. Mr. Callahan made motion to endorse the Four Corners Sewer and Water Study Advisory Committee's work on water and sewer issues at Four Corners. Mr. Bacon seconded the motion. The Board discussed the recent announcement of a proposed \$18 million for a technology park in the north campus of the University. Infrastructure improvements will be needed to accommodate the technology park and they will also take into account the needs in the town including water. The motion was approved unanimously. Ms. van Zelm will prepare a letter for President Philip Lodewick's signature to the Four Corners Sewer and Water Study Advisory Committee.

9. Committee Reports

Advertising and Promotion

Dean Woods had left the meeting but Mr. Bacon reported that the Committee's next meeting is May 11.

Business Development and Retention

Ms. van Zelm reported that the Committee had received a similar report on the commercial leasing from Mr. Kaufman and Charter Realty.

Festival on the Green

Betsy Paterson reported that Slavic Soul Party has been selected as the music headliner at the 8th Annual *Festival on the Green*.

Membership Development

Frank McNabb said the Committee will meet on Monday, May 9.

Planning and Design

Mr. Bacon reiterated that the next Committee meeting will be on June 21 to review material and color samples for the parking garage and the intermodal center. The Committee will also review initial plans for the zoning permit for the Village Street.

10. Next Meeting Date

Mr. Bacon said that Board President Philip Lodewick has recommended that the Board not meet in June or July since the Annual Meeting is planned for late June – unless necessary.

11. Adjourn

Mr. Lindsay made a motion to adjourn the meeting. Ms. Paterson seconded the motion. The motion was approved unanimously and the meeting adjourned at 6:15 pm.

Minutes taken by Cynthia van Zelm.